

TO: Acting Village President and Board of Trustees
FROM: Village Administrator Steve Stricker and Staff
SUBJECT: Regular Meeting of February 11, 2013
DATE: February 8, 2013

PLEDGE OF ALLEGIANCE – Jerry Martin, Pleasantdale Elementary School

PROCLAMATION OF ACHIEVEMENT – Zachary Mottl

Zachary Mottl, a Burr Ridge resident and member of its Economic Development Committee, was appointed Chairman of the Board for the Tooling & Manufacturing Association and will take that office in March. We want to congratulate Mr. Mottl and, to this end, we are enclosing a Proclamation recognizing his outstanding achievement.

It is our recommendation that the Proclamation be approved and presented to Zachary Mottl, along with a congratulatory letter from Acting Village President Robert Sodikoff.

6. ORDINANCES

A. Amend Chapter 2 of Municipal Code

Acting Village President Robert Sodikoff has asked that this item be placed on the agenda. The proposed amendment eliminates the third paragraph of Section 2.1 of the Municipal Code, thereby eliminating the Village President's choice to be referred to as "Mayor."

Board direction is requested.

7. RESOLUTIONS

A. Agreement to Participate in the Genesis System

Enclosed is a Resolution authorizing the Village of Burr Ridge to enter into an Agreement, also enclosed, with Southwest Central Dispatch to participate in the use of its Genesis System. It is necessary for the Villages of Burr Ridge, Clarendon Hills, Hinsdale, and Willowbrook to enter into an agreement with Southwest Central Dispatch (SWCD) for the maintenance of interoperable radio equipment. The equipment, a Genesis GenWatch GW3 9600, GenSPOut, and related Starcom 21 radio equipment is used to retrieve and generate radio user identification descriptions from the DuPage Starcom 21 radio system that will be used by Burr Ridge, Clarendon Hills, Hinsdale and Willowbrook police officers. This equipment is vital to the operation of the DuPage Starcom 21 system. The IGA will ensure that the Villages will assume full responsibility and pay for all costs and expenses of any kind or nature pertaining to the purchase, installation, operation, maintenance, repair, and/or removal of the subject equipment.

It is our recommendation: that the Resolution be adopted and that the Village Administrator be authorized to sign the Agreement with SWCD for the use of its Genesis System.

8. CONSIDERATIONS

A. **FMLA Leave of Absence – Bradley Carr**

Attached please find a letter from Public Works Operations Supervisor Bradley Carr requesting a leave of absence for up to 12 weeks (January 30 through April 24, 2013) under the Family and Medical Leave Act. Mr. Carr is requesting a leave of absence to recover from shoulder surgery, which qualifies under the FMLA regulations for an extended leave, and he has submitted all the necessary paperwork. The unpaid portion of Mr. Carr's FMLA leave will begin once he has exhausted the required paid compensatory, vacation, personal and sick time allotments, as specified in the Act and the Village's Personnel Manual (*"Eligible employees on FMLA leave shall be required to substitute until exhausted accrued paid compensatory time, personal leave and any vacation leave in excess of 40 hours, and all accrued sick leave in excess of 40 hours, for all or any (otherwise) unpaid FMLA leave relating to the eligible employee's own serious health condition."*).

It is our recommendation: that the request for an extended leave of absence under the Family and Medical Leave Act for Bradley Carr be approved.

B. **Purchase Replacement Scag Mower**

The FY 2012-13 Equipment Replacement Budget includes \$14,500 for the replacement of mower unit #102. This mower is a 2001 Scag Sabre Tooth Tiger zero turn radius (ZTR) mower. This unit is one of two ZTR mowers used for grounds mowing. This unit will be replaced with a 2012 Scag Turf Tiger. Scag no longer offers the Sabre Tooth Model.

Bid prices were sought from three authorized Scag vendors for the Scag Model STT61V-28CATSS, Turf Tiger riding mower. The vendors and the corresponding prices are as follows:

<u>Vendor</u>	<u>Price</u>
Martin Implement* Orland Park, IL 60467	\$14,441.17
Kip's Lawnmower Sales* Lisle IL 60532	\$14,441.17
Hi-Way Feed Tractor Oak Lawn, IL 60543	\$15,180.00

**Note: Both Martin and Kip's offered the government purchase price. It is recommended to purchase from Martin Implement due to a more extensive vendor relationship with the Village.*

It is our recommendation: that a contract be awarded to Martin Implement, of Orland Park, for the purchase of the equipment replacement for the ZTR mower, unit #102, at the awarded competitive low bid of \$14,441.17.

C. Space Needs Committee Recommendation – “BR Logo” Plaque

On January 28 the Space Needs Committee voted to recommend that the Village purchase and install a BR logo in the Board Room, to be located on the north wall (see attached). The total cost for fabrication and installation is \$1,925. HM Witt, of Chicago, provided the low quote for this work. Lead time for completion will be approximately 4-5 weeks (see attached proposal).

It is our recommendation: that the recommendation of the Space Needs Committee be approved and that the Board authorize the fabrication and installation of a BR logo and that a contract be awarded to HM Witt in the amount of \$1,925 for this work.

D. Order Squad Cars (Delivery after May 1, 2013)

The proposed FY 13-14 Budget includes the purchase of four (4) Ford Interceptor police sedans and one (1) Ford Interceptor Utility vehicle for the Police Department. The five new vehicles will replace four patrol vehicles and one administrative vehicle. The State purchase price for the Ford Interceptor sedans is \$25,400 each and the Ford Interceptor Utility is \$26,900. The total cost for the purchase of the five vehicles is \$128,500. Chief Madden is requesting authorization to order the vehicles from Ford in February 2013 to ensure a May 2013 purchase and delivery.

It is our recommendation: that the request to order five Police vehicles for delivery in May 2013 be approved.

E. Appoint Len Ruzak to Ethics Committee

Acting Village President Sodikoff is recommending the appointment of Len Ruzak to the newly-created Ethics Committee.

It is our recommendation: that the recommendation to appoint Len Ruzak to the Ethics Committee be approved.

F. Appoint Bob Grela to Ethics Committee

Acting Village President Sodikoff is recommending the appointment of Bob Grela to the newly-created Ethics Committee.

It is our recommendation: that the recommendation to appoint Bob Grela to the Ethics Committee be approved.

G. Appoint Jo Irmen to Ethics Committee

Acting Village President Sodikoff is recommending the appointment of Jo Irmen to the newly-created Ethics Committee.

It is our recommendation: that the recommendation to appoint Jo Irmen to the Ethics Committee be approved.

H. Appoint Nora Hanlon to Ethics Committee

Acting Village President Sodikoff is recommending the appointment of Nora Hanlon to the newly-created Ethics Committee.

It is our recommendation: that the recommendation to appoint Nora Hanlon to the Ethics Committee be approved.

I. Raffle License (Gower PTO)/Hosting Facility License (Gower Middle School)

Enclosed is an application from the Gower PTO to conduct a raffle on Friday, March 8, 2013, as part of their fundraising event, as well as a letter requesting waiver of the fidelity bond requirement. In addition, enclosed is a letter from Gower Middle School, the hosting facility, requesting that a license be issued to allow them to hold this event at their facility.

It is our recommendation: that a Raffle and Chance License be issued to the Gower PTO for its March 8 raffle, with the fidelity bond waived, and that Gower Middle School be licensed to host the event.

J. Proclamation – Geraldine Alvarez 100th Birthday

Attached is a Proclamation recognizing Burr Ridge resident, Geraldine Alvarez, in honor of her 100th Birthday on January 25, 2013. Ms. Alvarez is a resident of King Bruwaert House and remains active in community service as a volunteer at the University of Chicago and as an active member of the Children's Research Foundation since 1957.

It is our recommendation: that the Proclamation be approved.

K. Proclamation – Kathryn Brackett 100th Birthday

Attached is a Proclamation recognizing Burr Ridge resident, Kathryn Brackett, in honor of her 100th Birthday on December 26, 2012. Ms. Brackett is a resident of King Bruwaert House and remains active in community service as a volunteer for the Sewing Group of Adventist Hinsdale Hospital, an active member of the Woman's Club of Hinsdale and a member of Christ Church of Oak Brook.

It is our recommendation: that the Proclamation be approved.

L. Approval of Vendor List

Enclosed is the Vendor List in the amount of \$63,752.83 for all funds, plus \$238,492.76 for payroll, for a grand total of \$302,245.59. The Vendor List includes the following special amount:

- \$12,682.00 – KCW Environmental for replacement of PW office HVAC RTU

It is our recommendation: that the Vendor List be approved.